

# Memorandum

Date : OCT 26 2010

To : Scott Kernan  
Undersecretary, Operations

Subject: **FOLLOW-UP REVIEW RESULTS OF THE EDUCATIONAL REMEDIAL PLAN  
AT O.H. CLOSE YOUTH CORRECTIONAL FACILITY**

The Office of Audits and Court Compliance (OACC), Juvenile Compliance/Peer Review Branch (JCPRB), conducted a review of the Education Services Remedial Plan at O.H. Close Youth Correctional Facility on October 26 through 29, 2009. The follow-up review was postponed as a result of budgetary issues and the reassignment of the JCPRB team to the *Farrell* Task Force in December 2008.

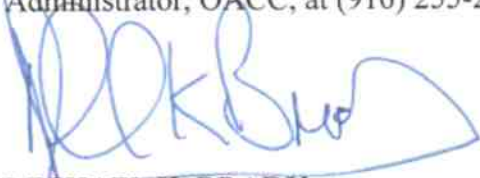
The follow-up review was completed August 24 through 25, 2010 with numerous items of the corrective action plan partially or not implemented. The following nine items were not implemented:

1. Absentee Codes, indicating excused and unexcused absences, are not standardized.
2. Training records indicating educational training had been completed for staff could not be provided.
3. There has been no presentation of standardized educational data collection and coding system to the court experts for feedback regarding absentee codes.
4. The Ward Information Network (WIN) Attendance Tracking report does not indicate excused and unexcused attendance numbers.
5. Provide staff training regarding documenting absentee information.
6. Finalize absentee system with the formula that identifies accurate percentages of excused/unexcused students to the court experts for feedback.
7. The WIN formula used to track attendance is ambiguous and cannot be verified.
8. Provide staff training on running the WIN Attendance Tracking Report.
9. There has been no presentation of standardized educational data collection and coding system to the court experts for feedback regarding the WIN Attendance Tracking Report.

The following three items were partially implemented:

1. Special education and related services were not provided to all special education students.
2. Special education staff failed to provide 90 percent of the required service hours (Action Item 5.1).
3. Special education staff failed to provide 90 percent of the required service hours (Action Item 6.1).

If you should have any questions, please contact George Valencia, Youth Authority Administrator, OACC, at (916) 255-2928.

A handwritten signature in blue ink, appearing to read 'MKB', with a large, sweeping loop at the end.

MICHAEL K. BRADY  
Assistant Secretary (A)  
Office of Audits and Court Compliance

cc: Rachel Rios, Division of Juvenile Justice  
George Valencia, Office of Audits and Court Compliance